



JOHN ELIAS BALDACCI
GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
152 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0152



MICHAEL P. CANTARA
COMMISSIONER

JAY BRADSHAW
DIRECTOR

Thank you for your recent inquiry about becoming a licensed EMS provider in the State of Maine. To aid you in the process, we've enclosed the following documents:

- A Maine EMS Ambulance Service and Non Transporting Service list.
- A contact list for the six regional offices in the Maine EMS System.
- An *Application for Licensure to Practice Patient Care*.
- A Verification of EMT Certification form.

I. Application Process

1. The first step in applying for Maine EMS licensure is to complete the *Application for Licensure to Practice EMS Patient Care*.
 - A. You will need to fill out section 12, on page 2 of the application. Please refer to the application types listed below to determine what you will need to submit for review:
 1. **If you are applying for licensure based upon a license from another state** – complete parts a and c of section 12, and attach a copy of your current EMS license.
 2. **If you are applying for licensure based upon National Registry** – complete parts a and c of section 12, and attach a copy of your current National Registry card.
 3. **If you are not: licensed in another state; or, Nationally Registered** – you must completed part d or section 12 and submit the following to Maine EMS:
 - Copy of your course completion certificate including outline/course syllabus, copies of any refresher courses taken since your initial course, and any associated certifications (e.g. BCLS, ACLS, PHTLS etc).
 - Name, address, telephone number, and contact person at the training facility where you received your EMS education.
 - Certification of state testing – if you have taken a state licensing exam in another state. If you have not taken a state-licensing exam, Maine EMS will review your training, and if approved, will inform you of your options for taking the Maine EMS licensing exam at the appropriate level (note: Maine EMS uses the National Registry exam at the First Responder and EMT-Basic levels).
 - B. The State EMS office you are currently certified/licensed with must complete the Verification of Certification form. Please complete the top portion and send it to your current certifying State along with a self-addressed, stamped envelope. Once they complete the form, it will be returned to you, **do not open the envelope**. Please send it along with your application.

C. There is an administrative fee for processing your application (which must accompany your application). Please enclose a check or money order made payable to: *Treasurer of State* in the amount of \$25.00 if you are applying for a First Responder or Basic EMT license and \$50.00 if you are applying for an Intermediate or Paramedic license.

D. **Effective October 1, 2003, all reciprocity applications must include a copy of the criminal background check from the state(s) in which you have lived for the past 3 years. This report must be dated within 6 months of the application date.**

E. Once you have completed the application; attached all required documentation; and, enclosed the administrative fee, mail your application package to:

Maine EMS
152 State House Station
Augusta, ME 04333-0152

Please allow 3 weeks for the processing of your application.

II. **Technical Assistance – If you have questions concerning the application process:**

1. If you are applying for licensure based upon an out-of-state license or National Registry certification, and you have questions regarding your application package, please contact Dawn Kinney, Maine EMS Licensing Agent or Karen Cutler, Maine EMS Licensing Assistant at (207) 626-3860;
2. If you are applying for licensure based upon courses which are not Maine EMS approved (e.g. out-of-state, out-of-country), and you do not have a current state EMS license or National Registry, or, you are applying for approval of education in order to take the Maine state written and practical exams (including National Registry) please contact Scott Smith, Maine EMS Education Coordinator, at (626-3860).
3. If you are interested in completing an initial course for licensure that is Maine EMS approved, please contact the regional office (list enclosed) serving the area in which you live.

III. **Employment Opportunities**

Approximately 80% of the EMS providers in Maine work in some type of volunteer capacity. There is a good chance that there is a volunteer service located in or near the city or town in which you will be living. You should check with these services to see if there are openings for licensed providers.

As far as full or part-time career opportunities in the State, it would probably be most beneficial for you to check with the proprietary services in and around the greater metropolitan areas of Portland, Lewiston/Auburn, Bangor and Presque Isle. For your assistance, all types of services are listed in the enclosed list of ambulance services and non-transporting EMS services.

Once again, thank you for your interest in Maine EMS; one of the most progressive EMS systems in the country. The best of luck to you and, should you have questions, please feel free to contact our office.

Sincerely,

Karen Cutler
Licensing Assistant